



**CITY OF SAN DIEGO
PROMOTIONAL OPPORTUNITY
Open To Current City of San Diego Employees Only
Page 1 of 4**

**#N2496 FIRE ENGINEER
SALARY: \$4713 to \$5700, Monthly**

APPLY: **FIRST DATE:** July 16, 2004

LAST DATE: August 6, 2004

IMPORTANT: Please apply promptly. Completed applications must be received by the City of San Diego Personnel Department by 5:00 p.m. on the last date to apply, August 6, 2004. Late applications will be rejected. Application materials may be obtained from and returned to the Employment Information Center between 8:00 a.m. and 5:00 p.m., Monday, Wednesday and Friday, ONLY. You may also return your completed application between 8:00 a.m. and 5:00 p.m., Monday through Friday, by placing it in a drop box located in the lobby of the Personnel Department on the 3rd floor of Civic Center Plaza, 1200 Third Avenue. If returning your application via the U.S. Postal Service, you should use "Certified Mail - Return Receipt Requested" to provide verification of timely delivery. Postmarks are NOT accepted. **Failure to meet the application filing deadline may result in your disqualification from this examination.** Persons may apply only once during this application filing period. Future application filing periods may be announced.

DUTIES: Fire Engineers may be assigned to drive and operate pumps, aerial ladders, elevating platforms, and similar apparatus in extinguishing fires and assisting in other emergencies; service and maintain equipment and apparatus; participate in pre-fire and fire prevention inspections; administer first aid; assist in conducting and participating in training sessions and drills; maintain fire stations and grounds; prepare reports and maintain records on equipment condition and operation; instruct personnel in the operation of fire equipment and apparatus; and perform other duties and fire operations support functions as assigned.

REQUIREMENTS: You must meet the following requirements **by the last date to apply, August 6, 2004, unless otherwise indicated.** Please review the following requirements carefully.

Experience: Three years of full-time experience as a Fire Fighter I and/or II with San Diego Fire-Rescue Department. Time served in a training capacity as part of a Fire Academy does not count toward meeting the experience requirement.

NOTE: Satisfactory completion of college level courses in Fire Science may be substituted for up to six months of the required experience (three semester units equal one month of experience). College credits received for completion of a Fire Academy or San Diego Fire-Rescue Department's Engineer Preparatory Course cannot be substituted for the required experience. If you are using education to qualify, you must submit a copy of your college transcripts with your Fire Engineer Application. Transcripts must show the Fire Science courses you have completed, number of units, and passing grades. **Failure to present transcripts to document Fire Science courses may be cause for rejection of your application.** Documentary materials will not be returned.

Driver Certification: 1. Candidates must present a current Apparatus Certification Record from the San Diego Fire-Rescue Department Training and Education Division indicating training and certification received on the following apparatus: Service Aerial Ladder, Tractor/Trailer Aerial Ladder, Triple Combination Pumper, and Brush Apparatus certification with the accompanying off-road certification. **Standard and Advanced Training Cards will not be accepted. Failure to submit the Apparatus Certification Record with all the certifications stated above by September 3, 2004, will be cause for disqualification.**

NOTE: Within six months of appointment to Fire Engineer, the San Diego Fire-Rescue Department requires that all Fire Engineers obtain certification on the Ladder Tower, Elevating Platform, and Advanced Brush Rig.

THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT • "WORKING HARD TO KEEP SAN DIEGO WORKING"

The City of San Diego has an active Equal Opportunity Program and vigorously supports workplace diversity. Applicants with disabilities who require testing accommodations may call (619) 236-6358. To obtain this information in alternative formats, persons with disabilities may call (619) 236-6467 or for TT (619) 236-6776.

LICENSES: A valid California Class A or B Driver's License, with an "N" or "X" endorsement, which must include a current valid medical certificate dated within the LAST TWO YEARS is required by the date of the Performance Test **which will begin no earlier than the week of October 4, 2004.** You must present your license and certificate at the Performance Test or you will be disqualified. **Fire Fighter restricted licenses or instruction permits are not acceptable and will also be cause for disqualification.**

DEGREES, CERTIFICATIONS, AND OTHER DOCUMENTATION: Proof of degrees, certificates (other than SDFD Apparatus certification(s)), licenses, awards, training (other than SDFD Apparatus certification(s)), and other achievements listed in your Special Application/Structured Resume, which have not been previously documented in your San Diego Fire-Rescue Department personnel file, must be submitted to Fire-Rescue Human Resources by **October 1, 2004.** **Do not submit any of these documents to San Diego City Personnel with your application, except transcripts required to document Fire Science courses, and ONLY if you are using education to substitute for experience.**

HOW TO APPLY: Submit a completed **DATA ENTRY FORM** and **SPECIAL APPLICATION/STRUCTURED RESUME** (the original and ONE extra copy, including two (2) copies of all attachments) for this position. Your Special Application will be made available to the hiring department. Please submit requested materials only.

THE SCREENING PROCESS will consist of the following:

- I APPLICATION:** All properly completed applications will be evaluated for applicable experience, training and education. Only those applicants whose qualifications meet the position requirements will be approved to continue in the screening process.
- II WRITTEN TEST:** All qualified applicants will be invited to participate in a Written Test which will be based on materials found in the source documents previously made available to all potential Fire Engineer candidates in CD-Rom format by the Fire-Rescue Department. The Written Test will measure applicants' knowledge of, and ability in, the following factors:
 1. Apparatus Driving and Positioning of various types of emergency vehicles, including consideration of: use of emergency warning devices, applicable laws; department rules and regulations; driving techniques; use of aerial devices; and positioning apparatus under various fireground conditions.
 2. Pump theory, principles, and procedures of pump and auxiliary pumping device use, operation, and maintenance; ability to recognize and diagnose problems.
 3. Hose and Appliance use, effects, and theory of water delivery, including hose connections, evolutions, nozzles, auxiliary appliances, nozzle reactions, and related fireground hydraulics principles as applied to various fireground situations.
 4. Hydraulics Computations necessary to determine such factors as pump pressure, available gpm, friction loss, etc., without the use of a calculator. **NOTE: This section of the test will be timed.**
 5. Fire Apparatus Capabilities, Operating Systems and Maintenance of fire apparatus and mechanical operating systems, including electrical, cooling, ignition, fuel, brake, gauges, and transmission systems; knowledge of apparatus maintenance procedures; ability to recognize and diagnose problems.
 6. Emergency Equipment Operation and Maintenance of various portable emergency equipment such as resuscitators, forcible entry tools, ground extension ladders, smoke ejectors, breathing apparatus, extrication tools and protective clothing; ability to recognize and diagnose problems.
 7. San Diego Fire-Rescue Department Communication Systems and Signals and Codes and Federal laws and departmental rules regulating radio use.
 8. Fire Fighting Tactics, Strategies, and Resources used in fires and other emergencies in various types of structures and situations, including search and rescue, ventilation, overhaul, salvage, exposure protection, hose placement, forcible entry, securing utilities, strike teams, specialized apparatus, specialized rescue equipment, and the Incident Command System.
 9. Fire Science of the behavior, characteristics, and chemistry of fire, heat, smoke, explosion, electricity, and hazardous chemicals; the phases of fire; and the effects of fire upon various materials.
 10. Pre-Fire Planning purposes, procedures, and uses of pre-fire inspection and planning as contained in San Diego Fire Pre-Fire Planning Handbook and related references.
 11. Fire Company Inspection Program purposes, procedures, and uses of fire prevention inspection as contained in the San Diego Fire-Rescue Department Fire Company Inspection Program Manual, the Uniform Fire Code, and related references.
 12. Fire Protection Systems use, operation, and maintenance of fire/life protection systems such as sprinklers, alarms, mains, standpipes, CO detection devices, and extinguishers.
 13. Building Construction including building type, occupancy, classification, and construction materials; electrical, heating, and cooling systems; definitions of different types of walls, roofs, floors, and framing components; fire resistance properties, etc.
 14. San Diego Fire-Rescue Department Policies, Procedures, and Regulations which govern the activities of San Diego Fire personnel, such as those contained in the Administration Manual, Operations Manual, Memorandum of Understanding, and Fire-Rescue memorandums and bulletins.
 15. Training principles and practices sufficient to ensure necessary transfer of information to trainees and proper application of training information.

Written Test Date: The Written Test will be administered on **September 8, 2004**. Approved applicants will be notified of the specific time and location.

Item Review Period: Candidates who complete the Written Test may review the Written Test key on **September 13, 14, and 15, 2004 between 8:00 a.m. and 4:00 p.m.** Candidates will be notified of the location at the time of the Written Test.

III PERFORMANCE TEST: All qualified applicants who complete the Written Test with a passing score will be invited to participate in the **PERFORMANCE TEST** which will consist of three parts described below which are designed to evaluate driving, pumping, and truck operational skills. A Triple Combination pumper with automatic transmission will be used for the pumping and driving exercises. A 75' Service Aerial Ladder apparatus will be used for the ladder exercises.

Part A: Driving a Fire Apparatus may include the following factors:

1. Skill in driving, backing, and maneuvering a fire apparatus.
2. Ability to use defensive driving techniques.
3. Ability to observe apparatus during operation for proper performance and react accordingly.
4. Knowledge of fire apparatus controls and gauges.
5. Ability to articulate proper procedures for preparation to drive apparatus.

Part B: Pump Operation and Hose Evolutions may include the following factors:

1. Knowledge of pump operation, principles, and procedures.
2. Ability to properly position fire apparatus.
3. Knowledge of apparatus and equipment.
4. Ability to perform various San Diego Fire-Rescue Department hose evolutions.
5. Ability to observe apparatus during operation for proper performance and to take necessary corrective action (e.g., priming device).
6. Skill in manipulating pump controls during pumping operations in order to supply water at correct volume and pressure.
7. Ability to determine correct pump pressure using San Diego Fire-Rescue Department hydraulics calculations.
8. Ability to articulate proper procedures while performing the hose evolutions and pump operations.

Part C: Truck Operation and Ladder Evolutions may include the following factors:

1. Knowledge of truck operation, principles, and procedures.
2. Ability to properly position fire apparatus and aerial device.
3. Knowledge of apparatus and equipment.
4. Ability to perform various San Diego Fire-Rescue Department truck evolutions.
5. Ability to observe apparatus during operation for proper performance and to take necessary corrective action.
6. Skill in manipulating apparatus controls during ladder operations.
7. Ability to articulate proper procedures while performing the ladder evolutions and truck operations.

NOTE: Candidates will be timed on each evolution. Those who complete an evolution in equal to, or less than, the minimum time will receive full credit, with credit deducted for each safety violation or operating error committed. Those who commit critical errors and/or major safety violations or who exceed the maximum time on any evolution will fail that part of the examination and **will be disqualified**. Those who finish between the minimum and maximum times will receive credit in proportion to the amount of time taken to complete each evolution (i.e., the less time taken, the more credit a candidate will receive) with credit deducted for each safety violation or operating error committed. In addition, candidates will be rated on their ability to properly perform all safety and operating procedures for each evolution. Hose and truck evolutions with minimum and maximum times will be provided to candidates at least 60 days prior to the Performance Test.

Performance Test Date: The Performance Test will begin **no earlier than the week of October 4, 2004**. Candidates who pass the Written Test will be notified of the specific date, time and location of the Performance Test. A valid California Class A or B Driver's License with an "N" or "X" endorsement and a current medical certificate must be presented at the time of the Performance Test (see above under REQUIREMENTS). Failure to present the required materials will be cause for disqualification from the examination process. **NOTE: A Fire Fighter restricted license or instruction permit will not be accepted. Allow sufficient time to obtain your Class A or B Driver's License and current medical certificate.**

IV THE STRUCTURED INTERVIEW: Only those candidates successful in the Written Test AND the Performance Test will be invited to participate in the Structured Interview. The Structured Interview will be based in part on the verified Special Application/Structured Resume and a structured appraisal of each candidate's on-the-job performance over the past two most recent evaluation periods. This test component will measure the worker characteristics that are important for both the candidates' current job and the Fire Engineer classification. Factors to be evaluated may include, but are not limited to: oral communication, decision making, interpersonal skills, attitude, motivation, composure/self control, flexibility, and leadership. The interview will be conducted by a panel consisting of internal and external raters.

Structured Interview Date: The Structured Interview will be administered no earlier than the week of November 29, 2004. Qualified candidates will be notified of the exact date, time, and location of the Structured Interview.

V THE FINAL SCORES in this examination will be based on each candidate's scores on all components of the examination process, with each component weighted as follows:

Written Test.....	30%
Performance Test - Part A.....	20%
Performance Test - Part B	20%
Performance Test - Part C	15%
Structured Interview.....	15%

Only those candidates who receive passing scores in each and ALL of the examination components will be placed on the eligible list.

ELIGIBLE LIST: Candidates who are successful in the initial evaluation of the Special Application/Structured Resume and in each and ALL of the components of the examination process described above will be placed on a **thirty-one category** eligible list which will be used to fill position vacancies during the next **two years**. Category placement will be based on each candidate's final score as follows: **CATEGORY 1:** 100; **CATEGORY 2:** 99 through 99.99; **CATEGORY 3:** 98 through 98.99; **CATEGORY 4:** 97 through 97.99; **CATEGORY 5:** 96 through 96.99; **CATEGORY 6:** 95 through 95.99; **CATEGORY 7:** 94 through 94.99; **CATEGORY 8:** 93 through 93.99; **CATEGORY 9:** 92 through 92.99; **CATEGORY 10:** 91 through 91.99; **CATEGORY 11:** 90 through 90.99; **CATEGORY 12:** 89 through 89.99; **CATEGORY 13:** 88 through 88.99; **CATEGORY 14:** 87 through 87.99; **CATEGORY 15:** 86 through 86.99; **CATEGORY 16:** 85 through 85.99; **CATEGORY 17:** 84 through 84.99; **CATEGORY 18:** 83 through 83.99; **CATEGORY 19:** 82 through 82.99; **CATEGORY 20:** 81 through 81.99; **CATEGORY 21:** 80 through 80.99; **CATEGORY 22:** 79 through 79.99; **CATEGORY 23:** 78 through 78.99; **CATEGORY 24:** 77 through 77.99; **CATEGORY 25:** 76 through 76.99; **CATEGORY 26:** 75 through 75.99; **CATEGORY 27:** 74 through 74.99; **CATEGORY 28:** 73 through 73.99; **CATEGORY 29:** 72 through 72.99; **CATEGORY 30:** 71 through 71.99; and **CATEGORY 31:** 70 through 70.99.

CERTIFICATION AND SELECTION BY APPOINTING AUTHORITY: At the request of the San Diego Fire-Rescue Department, the Civil Service Commission has directed that, for each vacancy, candidates will be certified to the hiring department from the eligible list in accordance with Rule VI of the Civil Service Commission (Requisition and Certification), and that selections/appointments will be made only from within each certified category according to the certified candidates' Structured Interview final scores, except under specific "for cause" situations to be announced and published by the Fire Chief prior to the Structured Interview, for the advance information of all candidates.

APPLICANT INFORMATION

APPLICATION INFORMATION

Application materials must be received at the Employment Information Center NO LATER THAN 5:00 P.M. ON THE FINAL FILING DATE. Postmarks as proof of meeting the final filing date are not accepted. If you are returning your application via the U.S. Postal Service, you should use "Certified Mail-Return Receipt Requested" to provide verification of timely delivery. Do not send applications via interoffice mail.

1. Starting salaries will be determined by the hiring department.
2. The hiring department with a vacancy will contact and interview eligible candidates as needed. All candidates may not be contacted. The final selection and offer of employment is made by the hiring department, not the Personnel Department.
3. Unless otherwise stated, relevant experience may be substituted for education.
4. Eligible lists may be used on a periodic basis. As such, lists may not be used for several months. Eligible lists may be extended by the Civil Service Commission.
5. Examination requirements and processes may be revised.
6. Experience, education, and all other information provided by an applicant orally or in writing are subject to verification.

FALSIFICATION: Any misrepresentations or false statements during or after the employment process may be cause for disqualification or dismissal from employment.

GENERAL REQUIREMENTS

Requirements must be met at time of application unless otherwise stated.

The minimum age for most full-time employment is 18, unless you are 17 and a high school graduate. You must have the legal right to work in the U.S. or have U.S. citizenship. Persons hired must present acceptable proof of identity and the legal right to work in the United States and the authenticity of the documents must be verified before starting work. After hire, you will be required to sign a loyalty oath and may be required to live in San Diego County.

A CITY MEDICAL EXAMINATION including drug screening and documentation of medical history, may be conducted following a conditional offer of employment or promotion. Medical condition must enable the applicant to perform the essential duties of the position.

The City of San Diego is committed to a drug and alcohol free workplace.

THE CITY OF SAN DIEGO SUPPORTS WORKPLACE DIVERSITY and does not discriminate on the basis of race, sex, age, ancestry, national origin, political/religious affiliation, sexual orientation, AIDS or HIV status, cancer, or non-job related physical/mental disability. The City is committed to making its jobs, programs, and services accessible to all persons and complies with all ADA non-discrimination requirements in its employment practices.

A CONVICTION RECORD FORM must be submitted before hire. On it you must list all criminal convictions you have had. A criminal record is not necessarily a basis for disqualification from City employment. Each applicant's conviction record will be evaluated on a case by case basis considering the type and seriousness of the crime, how much time has elapsed, and the nature of the job.

EMPLOYEE BENEFITS

City Employees may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, and other benefits.

Benefits may change due to employer-employee contract negotiations.

REQUIREMENTS FOR PROMOTIONAL EXAMINATIONS

1. Current City employment, or currently on a Re-employment List or Leave of Absence.
2. Six months of continuous City employment in the Classified Service immediately prior to the application closing date or, if no closing date is specified, by date of application filing (exceptions: Persons recently hired from Re-employment Lists, and employees in the Unclassified Service if the employee has six months in the Classified Service with no break in service, prior to becoming an Unclassified employee).
3. Most recent performance evaluation in your current City classification must be other than "Unsatisfactory".

The provisions of this bulletin do not constitute an expressed or implied contract.

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